

## Frequently Asked Questions for ASU's MAT Program

***Q: Who should I contact regarding admission requirements to the program?***

A: Dr. Peggy Ruth Geren, Senior Administrative Secretary (Graduate Admissions). You may contact her at 706-729-2281 or email [pgeren@aug.edu](mailto:pgeren@aug.edu) or fax 706-667-4706. Dr. Geren will guide you through the admissions procedure as well as answer questions regarding what requirements need to be met in order to be accepted to the MAT program.

The website for the application is: <http://www.aug.edu/forms/coegradapp.pdf>

Required Forms:

[Form to request official transcripts](#)

[Criminal Background Check Form](#)

[ASU Immunization Form](#)

Additional Forms:

[Various fee waiver forms & Statement of Residency Form](#)

[Information on the GACE Basic Skills and Content Area Tests](#)

***Q: Are field experiences required?***

A: YES! All graduate students entering Fall 2008 or after are required to complete a minimum of 300 field experience hours. If you are employed as a teacher (in your certification area), your classroom hours can be completed there. If not, you will need to volunteer to complete the hours. Please see our [Field Experience](#) link for more information

***Q: How do I apply for financial aid?***

A: Financial aid information can be found on this website:

[http://www.aug.edu/financial\\_aid/](http://www.aug.edu/financial_aid/)

Be certain to note the deadlines!

***Q: Can I get a teaching job while in the program?***

A: Many MAT students are currently employed in local school systems. You should contact the Board of Education that you are interested in working for to inquire about their employment requirements.

***Q: If I am hired under a provisional certification, how long do I have to make it through the program before I will have to renew it?***

A: The PSC typically gives people 5 years, but there are many exceptions. We encourage you to contact your school district or the attached website for additional clarification:

[http://www.gapsc.com/TeacherCertification/Documents/Cert\\_Rules\\_12\\_03/505-2-.006.pdf](http://www.gapsc.com/TeacherCertification/Documents/Cert_Rules_12_03/505-2-.006.pdf)

***Q: How do I become INTECH certified?***

A: The Georgia Professional Standards Commission requires that all candidates recommended for certification in the State of Georgia have demonstrated proof of competencies in Instructional Technology. This requirement is satisfied at Augusta State University by the completion of a course or a test. Please see:

[http://www.aug.edu/teacher\\_development/technology.htm](http://www.aug.edu/teacher_development/technology.htm)

for specific information.

**Q: How long does it take to complete the program?**

A: Most students complete the program within 1 ½ to 2 years, depending on how many courses you take each semester.

**Q: Where can I find the classes that are being offered each semester?**

A: You can find this information on our homepage on the right hand side of the screen under course schedule.

**Q: How many classes can I take each semester?**

A: You can take up to 3 classes each semester without your advisor and the Department Chair's permission.

**Q: Can I take more than 3 classes during the Summer Semester?**

A: Classes in the Summer are much more accelerated than other semesters (see course schedule on the home page). We recommend no more than four classes during the summer session. Again, course loads over 3 classes will require your advisor and the Department Chair's permission.

**Q: How can I find out who my advisor is?**

A: A current list of advisors with corresponding programs can be found on the Department of Teacher Education website under "Advisors".

**Q: Are there requirements I need to be aware of as I plan to take classes?**

A: YES! EDTD 6364 (Integrated Curriculum) is required to be taken the first semester. That course and EDTD 6491(Management) must be successfully completed PRIOR to practicum.

**Q: Do I have to take classes in a specific order?**

A: The Reading Endorsement EDTD 6120, EDTD 6222 & EDTD 6223 must be taken consecutively. **NOTE:** EDTD 6223 IS NOT offered in the Summer. You must begin the Math Endorsement by taking MATH 6241. After you complete MATH 6241, you may take any of the other Math classes in any order. **NOTE:** MATH 6243 is only offered annually in the Spring. All other classes on your track sheet may be taken in any order any semester.

**Q: What exactly is the practicum?**

A: The practicum is the student teaching portion of the degree and is a required course for the MAT program. You will spend one semester (75 full school days) teaching under a current professional in a local school district. You will develop lesson plans and teach almost a full semester as though you were actually hired. You MUST take the course to graduate, but if you are currently teaching, you may remain at your current job to do the practicum as long as you are employed within 50 miles of ASU. If you ARE NOT employed as a teacher, ASU will make a placement for you at one of the Professional Development Schools.

**Q: Can I make my own placement in a school?**

A: NO! The Department of Teacher Education will make all placements. Do not contact the schools on your own.

**Q: How many classes can I take in addition to my practicum?**

A: You may only take two classes along with your practicum and you must have already successfully completed EDTD 6364 (Integrated Curriculum) and EDTD 6491 (Management).

**Q: How many times can I take the practicum?**

A: Twice.

**Q: When is the practicum application due and to whom do I submit it?**

A: You must submit your application to your advisor by midterm of the semester prior to you planning to complete the practicum. **NOTE:** If you are planning to complete your practicum in the Fall, you must submit the application in the Spring since faculty will not be available in the Summer to make your placements.

**Q: When do I complete graduation paperwork and to whom do I submit it?**

A: Graduation paperwork must be submitted to your advisor by midterm of the semester prior to graduation. **NOTE:** If you are graduating in the Fall, you must submit your application the Spring semester before as faculty are not available in the Summer to process your application.

**Q: What are portfolios?**

A: Portfolios are your personal artifacts aligned with the ten Conceptual Framework Principals. These artifacts can include but are not limited to course assignments, lesson plans, reflections, teacher evaluations, student work samples, etc. The portfolio will be completed in a template on LiveText.

**Q: How will my portfolio be evaluated?**

A: You will submit it via LiveText to your University Supervisor or advisor (see answer below) and they will use the Initial Certification Rubric to assess it. You can view your portfolio scores in LiveText.

**Q: When are portfolios due and to whom do I submit it?**

A: If it is your final semester in our program, your portfolio is due to your University Supervisor towards the end of your practicum experience (usually two weeks before your final day in the school). Your University Supervisor will determine the date for evaluation. If you still have classes to complete during the summer, your portfolio is due to your advisor by the date posted on our website. It is your responsibility to be certain that your portfolio has been submitted.

**Q: What is GACE?**

A: The acronym GACE represents the Georgia Assessments for the Certification of Educators. The purpose of the GACE is to assess the knowledge and skills of prospective Georgia public school educators. The GACE program helps the PSC meet its goal of ensuring that candidates have the knowledge and skills needed to perform the job of an educator in Georgia public schools. The GACE tests are aligned with

state and national standards for educator preparation and with state standards for the P-12 student curriculum (Georgia Performance Standards).

More information about GACE can be found at:

<http://www.gace.nesinc.com/>

Our certification officer, Julie Gray (jgray@aug.edu) can answer any specific questions you might have.

***Q: How do I become certified?***

A: Our certification officer, Julie Gray (jgray@aug.edu) will hold a meeting towards the end of your last semester and you will complete all the paperwork needed for certification. She will submit the completed documents along with a certified transcript. After all the paperwork has been submitted, it usually takes about six weeks to receive your certification in the mail.

***Q: Are there any Study Abroad opportunities for ASU's MAT Program?***

A: Yes! If you are a Spanish MAT major, you can take two graduate courses in Salamanca, Spain as two of your electives. The website can be found at:

<http://www.aug.edu/salamanca/>

Also, the Department of Teacher Education regularly offers undergraduate and graduate courses through ASU's Study Abroad Program. Spring of 2008, we traveled to Sweden, Holland, and Belgium ([Study Abroad](#)) and Spring 2009, we are planning a trip to [Australia and New Zealand](#).